

TO: Agency Drafters for Electronic Federal Purchasing & Payment  
Progress Reports

FROM: Gary J. Krump  
EC Committee Chair  
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EC Committee Chair  
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Subject: Questions for Assessing Agency Progress in Electronic  
Purchasing and Payment

OMB has issued a memorandum to agencies requesting the development of progress reports by December 20, 1999 on the use of electronic commerce (EC) for Federal purchasing and payment (see Attachment A). As agencies develop their progress reports, we encourage you to consider the attached set of "EC progress questions" (see Attachment B). These questions have been developed by the Procurement Executives Council's EC Committee in coordination with the Office of Management (OMB) and representatives of the CFO Council and CIO Council. The objective of the EC progress questions is to assist you in drafting your report and to help OMB in identifying trends and evaluating progress.

The Federal Electronic Commerce Program Office (ECPO) is developing a web site to provide each agency with electronic access to the progress questions and the opportunity to respond to the questions on-line in a secure environment through the "On-line Progress Reporting System" (OPRS). We encourage you to use OPRS when it becomes available (in early December). OPRS is designed to allow cross-functional participation and review of responses within your agency. You will be able to access OPRS through ECPO's homepage. ECPO will alert agency drafters by separate e-mail when OPRS is operational, and will provide user instructions at that time.

Questions regarding the EC progress questions may be directed to the Office of Federal Procurement Policy (Julie Basile, 202-395-4821, or Mathew Blum, 202-395-4953) for buying related issues and the Office of Federal Financial Management (Andrew Gillen, 202-395-5835) for payment and systems interface issues. Technical questions regarding OPRS should be directed to ECPO (James Hunt, 202-501-6901).

## Attachments

cc: EC Committee, PEC  
EC Committee, CFO Council  
Selected Members, CIO Council

(See attached file: ec progress questions.doc) (See attached file: OMB ec guidance memo.doc)

## Message Sent

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